

EPA



**Chemical Emergency Preparedness and Prevention
FY01 Technical Assistance Grants Program:**

Guidance for Tribal Applications

**** Deadline: May 30, 2001 ****

Program Goal

What is the purpose of this grant program?

Since 1990 the Chemical Emergency Preparedness Program (CEPP) of the Environmental Protection Agency (EPA) has improved chemical safety nationwide. The focus of CEPP grant projects has been to improve chemical safety through emergency planning and hazard analysis to emergency exercises.

EPA recognizes that chemical safety is a local issue subject to local circumstances. Understanding chemical risks and taking steps to reduce them is a goal in providing the CEPP grants is to aid Tribes in establishing Tribal Emergency Commissions (TERCs), in developing emergency plans, and in preparing prevention information into their plans. These activities are related to the Emergency Planning and Community-Right-to-Know Act (EPCRA) and Section 112(r) of the Clean Air Act (CAA).

For more information on these laws, refer to the section entitled "Background" in the Preparedness and Prevention Program, at the end of this guidance. To see what other CEPP is doing, visit the website: <http://www.epa.gov/ceppo>

Whether to Apply

Am I eligible for one of these grants?

You are eligible if you are a federally recognized tribe. You are eligible if you are a member of a tribe that has made a grant agreement with TERCs, other Tribal agencies with a co-signature by the TERC chair, Tribal chair person, or directors of Tribal coalitions.

How much grant funding is available?

This year a national total of \$300,000 in CEPP grant funds is available. This year a national total of \$300,000 in CEPP grant funds is available. Tribes can receive more than \$30,000.

Will EPA completely fund the projects it selects?

Yes. In previous years EPA requested grantees to provide a 25% match. Tribes have access to this grant program. Tribes have access to this grant program. Tribes have access to this grant program.

How much time would I have to complete my grant project?

Your grant project period cannot exceed two years. So your grant project period cannot exceed two years. So your grant project period cannot exceed two years. So your grant project period cannot exceed two years. So your grant project period cannot exceed two years.

What types of projects will EPA fund?

The purpose of the CEPP grant program is to help tribes address potential chemical accidents. The purpose of the CEPP grant program is to help tribes address potential chemical accidents. The purpose of the CEPP grant program is to help tribes address potential chemical accidents. The purpose of the CEPP grant program is to help tribes address potential chemical accidents. The purpose of the CEPP grant program is to help tribes address potential chemical accidents.

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Preparing a chemical emergency response plan and fulfilling other EPCRA responsibilities such as collecting and reviewing data. Preparing a chemical emergency response plan and fulfilling other EPCRA responsibilities such as collecting and reviewing data. Preparing a chemical emergency response plan and fulfilling other EPCRA responsibilities such as collecting and reviewing data. Preparing a chemical emergency response plan and fulfilling other EPCRA responsibilities such as collecting and reviewing data. Preparing a chemical emergency response plan and fulfilling other EPCRA responsibilities such as collecting and reviewing data.

Conducting an exercise of an LEPC derived response plan that results in a revised plan incorporating the lessons learned from the exercise;

Integrating a CAA Section 112 programs (e.g. developing a risk communication project for the community); and

Developing a comprehensive implementation prevention program, which includes developing legislative authorization mechanisms, information management proposal, and enforcement mechanisms, information will accept proposals that include an incremental approach to implementation will accept proposals that include a Section 112(r) program as well as more comprehensive programs.

* Please note:

We will not fund planning or training projects that are not appropriate for grants offered by other programs or are appropriate for grants offered to chemical emergency preparedness or chemical emergency preparedness training. Management Agency (FEMA) offers SARA Section 305(a) training grant funds for training to accomplish EPCRA goals. Under the Hazardous Materials Response Act, the Department of Transportation (DOT) offers training grants to incorporate DOT concerns into existing programs for fixed facilities.

Large equipment purchases are not appropriate under CEPP grants. We will, however, consider modest purchases of equipment essential to your grant project.

Finally, if your project includes hiring new personnel, you must pay for them with your own funds at the end of the grant budget period.

How to Apply

How do I apply?

1. Obtain a Copy of the Application Package

Obtain a copy of the grant application package from your CEPP Regional contact. Obtain a list of Regional contacts at the end of this document includes the areas they represent.

In your application, you must submit a description of your project.

- A clear statement of the project's purpose;
- A description of any EPCRA and CAA 112(r) activities;
- A schedule of key project tasks;
- A list of key project personnel and their qualifications;
- A budget proposal describing how you will allocate your budget across applicable budget categories;
- Detailed attention to all four of the selection criteria (see *Selection Criteria*, below);
- A brief background description of the Tribal reservation and population; and
- The signature of the tribal chair or the person authorized to sign for the chair.

The Catalog of Federal Domestic Assistance number for the project. Please use this number in box 10 of the SF424 form.

2. Coordinate with Your Regional Contact

We encourage you to work closely with your Regional contact throughout the application process.

3. Submit Your Application

Submit your completed application to your EPA Regional contact. You must submit the original application plus one copy.

WHEN IS MY APPLICATION DUE?

Your application must be POSTMARKED by May 30, 2001.

Application Review

How will my application be evaluated?

Your Regional CEPP Office contact will evaluate your application. Your Regional Office contact may ask you to submit additional or revised application materials. Once reviewed all applications, the Regional offices will then prepare funding recommendations and share them with CEPP Headquarters. Your Regional Office contact will then contact you to let you know whether or not your project was recommended for funding.

What criteria will you use to evaluate applications?

Your Regional CEPP Office will evaluate your application criteria, weighing each as indicated. **Please address each category description.** These criteria apply nationally.

1. PotentialBenefit - 10 points - EPA will evaluate the proposed potential to build Tribal capabilities to improve accident prevention and/or risk communication effectiveness. For CAA projects that consideration will be given to the likelihood of the Tribal delegation of the 112(r) program. The applicant must also demonstrate a delegation of the intended project.
2. TechnicalSoundness - 5 points - EPA - EPA will evaluate the proposal's appropriateness for addressing the identified problems, and the feasibility of implementation. Applicants must list clear and measurable outputs and products. The proposal must reflect an understanding of the issue, possible difficulties in completing the project, and evidence that the project can be successfully completed within the time allowed.
3. PriorityNeed - 5 points - Applicants must demonstrate a priority need for a Determination of this priority need will consider, to the extent which chemical accidents pose a risk within the Tribal community. Risk factors include high population, high industrial concentration, natural hazards (e.g. earthquakes), accident history, and existing preparedness, prevention and response capabilities.
4. Pastperformance - 5 points - EPA will consider your performance on any previous EPA grant activities. Please list all EPA grants you have received in the past.

Other Important Information

5. If my project is selected, when will I receive my grant funding?

~~~~~Grants will be awarded by early October 2001. Grants will be awarded by early October 2001. your award. In accordance with EPA's Small Grants your award. In accordance with EPA's Small Grants the Federal grant award. You receive your funds by submitting the Federal grant award. You receive your funds or reimbursement.

### **6. How will you monitor my grant project?**

You will send quarterly progress reports to your EPA project officer, as well as a report/product at the end of the grant period. You should document these matters from your EPA project officer.

### **7. What authority does EPA have to offer the CEPP grants?**

We will award the FY01 CEPP grants under the following authorities:

Toxic Substances Control Act Section 10  
Clean Air Act Section 103(b)(3)  
Clean Air Act Section 112(l)(4)

A project must consist of activities within the statutory terms of

### **What if I still have questions?**

Your EPA Regional CEPP Contact will be able to answer any questions preparing your application. For more general contact, contact Awilda Fuentes of the Chemical Emergency Response (CEPPO) at EPA Headquarters at (202)564-7996 or (202)564-7996.

## **Background on the Preparedness and Prevention Program**

EPA's Chemical Emergency Preparedness and Prevention Office (CEPPO) activities to reduce or eliminate chemical risk in communities are rooted in the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA, also known as SARA Title III) and Section 112(r) of the Clean Air Act (CAA).

Under EPCRA, Tribal leaders appoint Tribal Emergency Response Commissions (TERCs), who in turn can designate local emergency planning districts and appoint local emergency planning committees (LEPCs). TERCs supervise the work of LEPCs, who receive information on hazardous chemicals present at facilities and on releases of these chemicals. This information enables LEPCs to analyze hazards, identify vulnerable areas, and evaluate the risks of accidents and their effects on the community. LEPCs develop emergency response plans for their communities and review them annually. From the beginning of EPCRA implementation, we have encouraged TERCs, LEPCs, and the regulated community not only to address emergency preparedness, but also to apply the information available under EPCRA to accident prevention (e.g., urging facilities to lower inventories, to use less hazardous chemicals, and to implement chemical process safety).

In 1990, Congress amended the Clean Air Act to include new provisions for preventing chemical accidents. The accidental release prevention provisions in CAA Section 112(r) require EPA to establish a list of regulated substances and thresholds, and to issue accident prevention regulations that require chemical facilities to develop risk management plans (RMPs).

EPA published the final regulation on the substances and thresholds in January 1994, and the final Risk Management Program regulation in June 1996. EPA amended those regulations in December 1998. The Risk Management Program requirements apply to facilities that have more than the threshold quantity of a regulated substance in a process. Each of these facilities must develop an off-site consequence analysis, a five-year accident history, an accident prevention program, and a site-specific emergency response program. Each facility also must submit a summary of the risk management program called a risk management plan (RMP) by June 21, 1999. Facilities submit their RMPs to EPA's RMP Records Center electronically. We have developed an electronic submission system (RMP\*Submit) and a public access system (RMP\*Info). We also have developed a number of guidance materials, model plans for industry, and other products to help implement the Risk Management Program. Facilities may follow our June 1996 integrated contingency planning guidance (one plan) to develop their emergency response plans. We encourage LEPCs and industry to coordinate their emergency planning activities.

TERCs/LEPCs, other local entities and the general public will all be able to use the information contained in the risk management plans. Some communities already have undertaken risk communication projects involving industry, LEPCs, and the public. We anticipate that other communities will augment their risk communication and right-to-know activities in the next few years as the risk management plans become available.



## EPA CEPP CONTACTS FOR TRIBES

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| <b>Len Wallace</b><br>EPA - Region I<br>1 Congress Street, Suite 1100 (SPP)<br>Boston, MA 02114-2023<br>(617)-918-1835<br><a href="mailto:wallace.len@epa.gov">wallace.len@epa.gov</a><br>Region 1 = ME, NH, VT, MA, CT, RI                                                                                           | <b>Herb Zirschky</b><br>EPA - Region 7 (MC: ARTD/CRIB)<br>901 North Fifth St<br>Kansas City, KS 66101<br>(913) 551-7452<br><a href="mailto:zirschky.herb@epa.gov">zirschky.herb@epa.gov</a><br>Region 7 = KS, MO, NE, IA                                                                                                                                            |
| <b>John Ulshoefer</b><br>EPA - Region 2 (MC:211)<br>2890 Woodbridge Avenue<br>Edison, NJ 08837-3679<br>(732) 321-6620<br><a href="mailto:ulsohofer.john@epa.gov">ulsohofer.john@epa.gov</a><br>Region 2 = NY, NJ, PR, VI                                                                                              | <b>Eric Steinhaus</b> , (303)312-6837<br><b>Barbara Benoy</b> , (303) 312-6760<br>EPA - Region 8 (MC: EPR-ER)<br>999 18th Street, Suite 500<br>Denver, CO 80202-2466<br><a href="mailto:steinhaus.eric@epa.gov">steinhaus.eric@epa.gov</a><br><a href="mailto:benoy.barbara@epa.gov">benoy.barbara@epa.gov</a><br>Region 8 = CO, MT, ND, SD, UT, WY                 |
| <b>Henry Hudson</b><br>EPA - Region 4<br>100 Alabama Street, SW<br>Atlanta, GA 30303<br>(404) 562-9188<br><a href="mailto:Hudson.henryt@epa.gov">Hudson.henryt@epa.gov</a><br>Region 4 = AL, FL, GA, KY, MS, NC, SC, TN                                                                                               | <b>Mary Wesling</b><br>EPA - Region 9 (SFD-1-2)<br>75 Hawthorne Street<br>San Francisco, CA 94105<br>(415) 744-1636<br><a href="mailto:wesling.mary@epa.gov">wesling.mary@epa.gov</a><br>Region 9 = CA, NV, AZ, HI, AS, GU                                                                                                                                          |
| <b>Glenn Cekus</b> (312) 353-6449<br>EPA - Region 5 (MC: SC-9J)<br>77 West Jackson Blvd<br>Chicago, IL 60604<br><a href="mailto:cekus.glen@epa.gov">cekus.glen@epa.gov</a><br>Region 5 = MN, WI, MI, IL, IN, OH<br><b>PO: Bill Finan</b> (202) 564-7981<br><a href="mailto:finan.bill@epa.gov">finan.bill@epa.gov</a> | <u>Beth Sheldrake</u> (206) 553-0220<br><u>Region 10 = ID, OR, WA</u><br><b>Mary Goolie</b> (907) 271- 3414 <u>Reg 10 = AK</u><br><u>EPA - Region 10 (MC: HW-093)</u><br><u>1200 Sixth Avenue</u><br><u>Seattle, WA 98101</u><br><a href="mailto:goolie.mary@epa.gov">goolie.mary@epa.gov</a><br><a href="mailto:beth.sheldrake@epa.gov">beth.sheldrake@epa.gov</a> |
| <b>Fendol Chiles</b><br>EPA - Region 6 (MC: 6E-E)<br>Allied Bank Tower<br>1445 Ross Avenue<br>Dallas, TX 75202-2733<br>(214) 665-2283<br><a href="mailto:chiles.fendol@epa.gov">chiles.fendol@epa.gov</a><br>Region 6 = AR, LA, NM, OK, TX                                                                            |                                                                                                                                                                                                                                                                                                                                                                     |